

***City of Signal Hill Policy***

Parks, Recreation and Library  
Services Donation & Gift Policy  
1.15

**DATE:** July 24, 2025

**REVISION NO.:** 003

**APPROVED:** \_\_\_\_\_

**DEPARTMENT:**

Parks, Recreation and Library  
Services

**I. PURPOSE**

To direct the Parks, Recreation and Library Services Department Staff on how to handle the receipt of donations and/or gifts by referring them to the City of Signal Hill Policy Gift & Gratuities (Exhibit A).

**II. EXCEPTIONS**

There shall be no exceptions to this policy unless authorized by the Parks, Recreation and Library Services Director or their designee.

**III. EXHIBITS**

A. City of Signal Hill Policy Gifts & Gratuities